

**Message: RE: Quick Question on Monthly Report**

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**✉ RE: Quick Question on Monthly Report**

**From** Kraft, Emily **Date** Friday, April 14, 2017 2:38 PM  
**To** 'Angel McDonald'  
**Cc**

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Your quarterly adjustment is based on your Quarterly Expenditure Report. Once you have that completed, whatever the difference between the amount we've paid you already and the amount you've spent (per the QER), goes there. If we've paid you less than you've spent, that number will be positive. If you've spent less than we've paid, that number will be negative.

**From:** Angel McDonald [mailto:programdirector@mothersrefuge.org]  
**Sent:** Friday, April 14, 2017 2:36 PM  
**To:** Kraft, Emily  
**Subject:** Re: Quick Question on Monthly Report

I just tried to do the monthly report but it still won't let me pull her up to do so.

So, on our monthly invoice, what quarterly expenditure adjustment amount do I need to use?  
Is there a way for me to find this number without having to bother you?

Thanks for your help!

Angel

On Fri, Apr 14, 2017 at 2:28 PM, Angel McDonald <[programdirector@mothersrefuge.org](mailto:programdirector@mothersrefuge.org)> wrote:  
Thanks Emily! I appreciate it!

On Mon, Apr 10, 2017 at 1:26 PM, Kraft, Emily <[Emily.Kraft@oa.mo.gov](mailto:Emily.Kraft@oa.mo.gov)> wrote:  
Hi Angel – I have spoken with ITSD, and they will be able to delete the discharge so you can enter your monthly report. You'll just need to re-discharge her once the monthly form is entered. You should be able to bill for those nights.

**From:** Angel McDonald [mailto:[programdirector@mothersrefuge.org](mailto:programdirector@mothersrefuge.org)]  
**Sent:** Wednesday, April 05, 2017 8:20 AM  
**To:** Kraft, Emily  
**Subject:** Re: Quick Question on Monthly Report

Ok, sorry about that! If we can't bill for her it's ok, it was only 2 nights. Just let me know.  
Thanks for your help!

On Wednesday, April 5, 2017, Kraft, Emily <[Emily.Kraft@oa.mo.gov](mailto:Emily.Kraft@oa.mo.gov)> wrote:  
Hi Angel - Without deleting the discharge, there's no way to do the monthly report. In the future, I would recommend doing the monthly report prior to discharge. Will work with ITSD on how to delete the discharge so you can enter her monthly report.

**From:** Angel McDonald [<mailto:programdirector@mothersrefuge.org>]

**Sent:** Tuesday, April 04, 2017 5:06 PM

**To:** Kraft, Emily

**Subject:** Quick Question on Monthly Report

We had a girl [REDACTED] that came into our program but only stayed for 2 days. Kimberlee entered her info in the A2A system and then discharged her 24 hours after she left. But now I can't do the monthly report. Is there any way we can do this? She was only with us for 2 nights, so if we can't bill for her now that is fine I just wanted to ask and see. From now on before a person is discharged from our program do we need to submit the Monthly Report before discharging her?

Thanks for your help!

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**Angel McDonald**

*Program Director*

**Mother's Refuge**

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[www.MothersRefuge.org](http://www.MothersRefuge.org)

*"Do more than is required. What is the distance between someone who achieves their goals consistently and those who spend their lives and careers merely following? The extra mile."  
- Gary Ryan Blair*

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